

**STATE HUMAN RELATIONS COMMISSION
FULL COMMITTEE MEETING MINUTES
DOVER, DELAWARE**

Thursday, March 12, 2015

The March monthly meeting of the Delaware State Human Relations Commission was held by video-conference the Cannon Building, 861 Silver Lake Boulevard, Conference Room A, Dover, Delaware; and the Carvel Building, 820 N. French Street, 4th Floor Executive Conference Room, Wilmington, Delaware.

Attendance:

Commission Members Present: Chairperson Calvin Christopher. Commissioners Mashoor Awad, Erika Caesar, Bernice Edwards, Earnest Gulab, Michael J. Harpe, Rose Mary Hendrix, Doug James, Prameela Kaza, Gail Launay-Tarlecki, Nancy Maihoff, Olga Ramirez, Misty Seemans, Walter Smith Jr., Roy Sudler Jr., Robert Watson Jr., and Rosemarie Williams. DAG Paige Schmittinger.

Commission Members not present: Commissioners Diaz Bonville (excused), Whitttona Burrell (excused), Chok-Fun Chui (excused), Wallace Dixon (unexcused), Stephen Elkins (excused) and Lorenzo Murdaugh (unexcused).

Staff from Division of Human Relations Office: Romona Fullman, Vincent Petroff, and Kelly Fox.

Members of the public present: None.

I Call to Order

The meeting was called to order by Chair Christopher at 7:14 p.m., followed by a period of silent meditation.

II Approval of Minutes

The minutes for the February SHRC meeting were submitted and reviewed. Commissioner Ramirez made a motion to approve the minutes. Motion seconded by Commissioner Kaza. A vote was taken, motion carries with no opposition.

III Members of the Public Present

None.

IV Chair's Report

Topic / Discussion	Actions to be Taken	Leaders	Due Date
<u>Commission Bylaws Update</u> - Chair Christopher reported that the Legislative Committee will be leading the review with input from all Committee Chairs.	Review of Bylaws	Legislative Committee	Undefined
<u>April is Fair Housing Month</u> – The Division is working on a series of activities. Details will be forthcoming.	Provide details of Fair Housing Month activities	Director Fullman	Prior to April SHRC meeting
<u>Analysis of Impediments</u> – Chair Christopher asked for suggestions of items to be moved forward on.	Review AI and make suggestions of items to remove forward on.	Committee Chairs	Undefined
	Forward Executive Summary	Chair Christopher	Undefined
<u>Freedom of Information Act Training</u> - Additional training is needed and will be forthcoming.	Submit questions concerning FOIA to be reviewed.	All Commissioners	Undefined
	Training	Division/Attorney General office	Undefined
<u>Commission Vacancies</u> – Currently there are vacancies to be filled on the Commission. Chair Christopher asked Commissioners, whose terms are expiring, to complete applications for reappointment if not done already. If Commissioners are not seeking reappointment a letter of resignation is needed.	Submit application for reappointment/letter of resignation.	Commissioners whose terms are expiring	Undefined
	Submit referrals for Commissioners	All Commissioners	Undefined
<u>Dover Human Relations Commission</u> - Chair Christopher has been in contact with the Dover Human Relations Commissions. Changes may be forthcoming.	Keep Commission informed as information becomes available.	Chair Christopher	As information becomes available.

<u>DE Office of Civil Rights</u> – Chair Christopher and Director Fullman have been in contact with Director Allison Reardon’s office. The office is still under construction and roles being defined. An open dialog will be maintained.	Keep Commission informed as information becomes available.	Chair Christopher	As information becomes available.
<u>Selma</u> – Chair Christopher discussed film and screenings. He encouraged conversations to continue.			
<u>Death Penalty</u> - Chair Christopher discussed the need to hear the opposing view of appealing the death penalty. Commissioner Seemans recommended two potential speakers. Chair Christopher agreed to reach out to them.	Contact individual to speak at the next Commission meeting	Chair Christopher	Before next Commission meeting.

V Director’s Report

Topic / Discussion	Actions to be Taken	Leaders	Due Date
Director’s report to be sent electronically following the meeting. Links available in the report.	Report to be sent electronically.	Director Fullman	Following meeting.
Director Fullman recommended that each action item discussed during monthly meetings include a due date (promotes accountability).			
<u>Acknowledgements</u> - Commissioner Caesar for filling in on the Motion to Reconsider Hearing; Commissioners Ramirez, Hendrix, Burrell, Maihoff, Smith, and participating in scheduled fair housing/complaint process training DAG Paige Schmittinger was thanked for updating the SHRC Equal Accommodations Manual.	Prepare hard copies of EA hearings document for Commissioners in Dover.	Kelly Fox	To be made available at next Commission meeting.

<p>Ines Hungria for working with DTI and Salesforce to create a new electronic case processing system.</p> <p>Claudia Sosa-Ducote' for challenges she's facing related to aging parents.</p>			
<p><u>Community Engagement Opportunities</u> – Commissioners encouraged to increase the visibility and accessibility of the SHRC by participating in community and civic engagement activities.</p> <p>DHR/SHRC invited to Sussex County Progressive Community Dinner – March 29th. Topic: “The Role of the DHR in Fair Housing.”</p>	<p>Provide details on activities that they engage in to the Division.</p>	<p>All Commissioners</p>	<p>Ongoing</p>
<p><u>Fair Housing Month</u> – Director Fullman reported there are links for HOND activities in the Director's Report.</p> <p>The Division is planning a series of Fair Housing Community Conversations (one in each county). Additional details will be emailed.</p>	<p>Finalize dates for Community Conversations</p>	<p>Division</p>	<p>Monday, March 16th</p>
<p><u>Civil Rights Act</u> - Commissioner Smith has provided 2 videos for Director Fullman for future use. Asked Commissioners to provide suggestions for activities to recognize civil rights and voting rights.</p>	<p>Provide suggestions for activities to recognize civil rights and voting rights.</p>	<p>All Commissioners</p>	<p>Undefined</p>
<p><u>Widener School of Law</u> – Contact has been made with the director of Widener Law's Public Interest Law Program regarding the potential of a program to assist pro se litigants in Equal Accommodations cases.</p>			

Commissioner Edwards reported that the Supreme Court initiative <i>Access to Justice</i> has a pro se arrangement for Complainants led by Lewis Lathers.			
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VI Committee Reports

Topic / Discussion	Actions to be Taken	Leader	Due Date
<p><u>Public Awareness Committee (PAW)</u> – Commissioner James reported that there was no Committee meeting tonight do to a hearing. He indicated that the Committee plans to meet next month.</p> <p>Vincent Petroff will be doing a Comcast Newsmakers segment on 3/20.</p> <p>He also reported that the Cape Gazette will be doing an article about the showing of Selma that the Commission/Division held.</p> <p>He also reported that Utah is looking to bring back the firing squad as a method for the death penalty.</p>	Comcast Newsmakers segment.	Vincent Petroff	March 20 th
<u>Legislative Committee</u> – Commissioner Seemans reported the Committee will be holding a meeting next month via videoconference.			
<p><u>Community Response Committee(CRC)</u> – Commissioner Maihoff reported that the Committee has started dealing with the Jimtown issue. The issue will be returned to the Division for further processing.</p> <p>Workshop that was scheduled for Peoples Place was cancelled due to snow. It is to be rescheduled.</p>	<p>Issue returned to Division for action.</p> <p>Workshop to be rescheduled</p>	<p>Kelly Fox</p> <p>Community Response Committee</p>	<p>Undefined</p> <p>Undefined</p>
<u>Governor's Council on Equal Employment Opportunity</u>			

<u>Committee</u> (GCEEEOC)– Commissioner Launay-Tarlecki reported that the Committee met on March 4 th . The Committee is in the process of creating a new strategic plan. The next meeting is scheduled April 1 st .			
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VII Old Business

Topic / Discussion	Actions to be Taken	Leader	Due Date
Chair Christopher discussed his prior suggestion of holding panel hearings at an earlier time. Other agencies will be reviewed to determine their practices so he can make a recommendation.	Review other Agencies hearing times.	Chair Christopher	Undefined

VIII New Business

Topic / Discussion	Actions to be Taken	Leader	Due Date
Commissioner Seemans questioned the matter of Grieco complaint.	Executive session to be held following adjournment of full Commission meeting.	Commissioner Seemans	March 12 th
Commissioner Seemans asked about scheduling breakfast meetings. Director Fullman reported that they will be scheduled when possible.			
Commissioner Edwards shared information concerning the 2 nd Annual Mini Golf Tournament that the First State Community Action Agency will be hosting on May 14 th .	May 14 th 2 nd Annual Mini Golf Tournament information to be emailed.	Commissioner Edwards	Undfined

IX Good News

Topic / Discussion	Actions to be Taken	Leader	Due Date

Commissioner Launay-Tarlecki reported that she has sold her home and is purchasing a new home. Both are closing on April 28 th .			
Commissioner Awad reported that Delaware State University has reached out to him looking for mentors for students in the Business department.	Contact Commission Awad if interested in becoming a mentor for Delaware State University students in the Business department.	All Commissioners	Undefined
Commissioner Edwards reported that the First State Community Action Agency is looking for mentors to work with their Robotic program.			
Commission Caesar's daughter Stella should be delivered next week.			

XI Meeting Adjourned

The Commission meeting was adjourned at approximately 8:40 p.m. by Chair Christopher.